

Texas Education Agency Standard Application System (SAS)


2018–2019 Technology Lending		
Program authority:	General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 th Texas Legislature; Texas Education Code Section 32.301	FOR TEA USE ONLY Write NOGA ID here:
Grant Period:	May 1, 2018, to August 31, 2019	
Application deadline:	5:00 p.m. Central Time, February 6, 2018	
Submittal information:	<p>Applicants must submit one original copy of the application with an original signature, and two copies of the application, printed on one side only and signed by a person authorized to bind the applicant to a contractual agreement, must be received no later than the aforementioned date and time at this address:</p> <p style="text-align: center;">Document Control Center, Grants Administration Division Texas Education Agency, 1701 North Congress Ave. Austin, TX 78701-1494</p>	<div style="writing-mode: vertical-rl; transform: rotate(180deg);">RECEIVED</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">TEXAS EDUCATION AGENCY</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">2018 FEB -6 PM 2:16</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">DOCUMENT CONTROL CENTER</div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">GRANTS ADMINISTRATION</div>
Contact information:	Kathy Ferguson: techlending@tea.texas.gov; (512) 463-9087	

Schedule #1—General Information

Part 1: Applicant Information				
Organization name	County-District #			Amendment #
Pasadena Independent School District	101-917			
Vendor ID #	ESC Region #			
74-6001850	IV			
Mailing address	City	State	ZIP Code	
1515 Cherrybrook Lane	Pasadena	TX	77502-4048	
Primary Contact				
First name	M.I.	Last name	Title	
Vickie		Vallet-McWilliams	Director of Innovation and Development	
Telephone #	Email address		FAX #	
(713) 740-5303	VVallet@pasadenaisd.org		(713) 740-4026	
Secondary Contact				
First name	M.I.	Last name	Title	
Toni		Lopez	Executive Director of Curriculum and Instruction	
Telephone #	Email address		FAX #	
(713) 740-0054	TLopez@pasadenaisd.org		(713) 740-5968	
Part 2: Certification and Incorporation				

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.

Authorized Official:

First name	M.I.	Last name	Title
DeeAnn		Powell, Ed.D.	Superintendent of Schools
Telephone #	Email address		FAX #
(713) 740-0244	DAPowell@pasadenaisd.org		(713) 740-4040
Signature (blue ink preferred)			Date signed
			2-5-18

Only the legally responsible party may sign this application.

Schedule #1—General Information

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	See Important Note For Competitive Grants*	<input type="checkbox"/>
9	Supplies and Materials (6300)		<input type="checkbox"/>
10	Other Operating Costs (6400)		<input type="checkbox"/>
11	Capital Outlay (6600)		<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

***IMPORTANT NOTE FOR COMPETITIVE GRANTS:** Schedules #8, #9, #10 and #11 are required schedules if any dollar amount is entered for the corresponding class/object code on Schedule #6—Program Budget Summary. For example, if any dollar amount is budgeted for class/object code 6200 on Schedule #6—Program Budget Summary, then Schedule #8—Professional and Contracted Services (6200) is required. If it is either blank or missing from the application, the application will be disqualified.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
No fiscal-related attachments are required for this grant.		
#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
1	LEA Technology Plan Template	If an LEA does not have a 2016–2017 Technology Plan on file with TEA, it must show evidence of a current local technology plan on participating campuses by completing the LEA Technology Plan Template.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with the <u>program guidelines for this grant</u> .
<input checked="" type="checkbox"/>	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
<input checked="" type="checkbox"/>	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances
☒ I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home
5.	The applicant understands that equipment purchased with Technology Lending Grant funds is the property of the LEA.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has a 2016–2017 LEA technology plan on file with TEA, or that it will show evidence of a current local technology plan on participating campuses by completing the Required Program-Related Attachment outlined on page 18 of the Program Guidelines.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into the LEA's technology plan.
12.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

List the campuses that will be served with these funds. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

Intermediate Schools -San Jacinto, South Houston Int., Southmore, Thompson, Beverly Hills, Bondy, Queens, Park View, Jackson

High Schools – Five Comprehensive High Schools, including students in their early college high school programs (Dobie, South Houston, Sam Rayburn, Pasadena, Pasadena Memorial), Tegeler Career Center, and the Career & Technical High School

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary.

The Technology Lending Program grant will allow Pasadena ISD to provide internet access at home for Connect students who are not able to afford monthly internet fees and need the 24/7 access to the internet in order to accomplish their learning goals. Connect students learn through a personalized learning experience that provides students with freedom to select the digital resources that best meet their learning styles and interest level to master established learning objectives. During personalized learning time, students are provided with content that addresses critical skills, knowledge, and dispositions each student must acquire in each content and grade level. Students will choose the content that meets their interest, learning style and academic goals. During this time they will also be able to take content assessments that require 80% mastery in order to proceed to the next content objective. This program is based on mastery of content. The Connect program has a strong mentoring component and the heart of the program is based on project based learning. Without internet access, accomplishing the learning objectives of the Connect program is challenging. The demographics of Pasadena Independent School District (Pasadena ISD) are 83.2% Hispanic, 7.4% African-American, 5.5% Caucasian, 3.1% Asian, and 0.8% Other. Of the 54,215 students attending school in Pasadena ISD, 81.2% are qualify for the free and reduced lunch program and 59.7% are "at-risk" of academic failure. Further, almost 25% of students enrolled in the personalized learning model program, Connect, do not have Internet access at home making access to assignments and collaboration with peers difficult.

As a way to address the needs of the Connect students, the Director of Innovation and Development and the Executive Director of Curriculum and Instruction met with Campus Liaisons to discuss the internet access issues faced by students at the participating schools. During this needs assessment process, the impact of Hurricane Harvey and the subsequent increase in the number of students without internet home access was also discussed. Thus, the group decided to focus the budget of the Technology Lending Program grant on wireless routers to provide students with access from their homes or other locations when school is not in session.

Wireless routers purchased with grant funds will be checked out to the Campus Liaisons at each campus. The campus will then allow students to check out the routers for a maximum of 14 days. Once the routers are returned, if there is not a waiting list, the student may checkout the router again. The Director of Innovation and Development will monitor the usage of the routers to evaluate the effectiveness of the program. With wireless internet access distributed to students for use at home and outside of the regular school day, students will have:

- Increased access to the internet 24/7;
- Equal learning opportunities with their peers, regardless of socio-economic status;
- Access to online coursework in their Personalized Learning Platform; and
- Opportunities to collaborate through project-based learning.

Pasadena ISD is primed and ready to expand personalized/blended learning and experience the benefits of this learning model. The school board and district administration support the Connect initiative's expansion and agree to adhere to the provisions and assurances of the Technology Lending Program grant. Further, to ensure students using devices at home and during the school day can fully experience personalized/blended learning, 24/7 access to the internet is critical. Thus, Pasadena ISD is constructing a strong wireless network infrastructure, which includes building LTE towers throughout the district to provide students with free home internet access. The towers are still under construction. However, integrating the 24/7 wireless access with the devices provided to each student will ensure the expected outcomes and experiences are achieved beyond the grant funding.

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Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

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Schedule #6—Program Budget Summary					
County-district number or vendor ID: 101-917			Amendment # (for amendments only):		
Program authority: General Appropriations Act, Article III, Rider 8, and House Bill 3526, 85 th Texas Legislature; Texas Education Code Section, 32.301					
Grant period: May 1, 2018, to August 31, 2019			Fund code: 410		
Budget Summary					
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost
Schedule #8	Professional and Contracted Services (6200)	6200	\$146,924	\$0	\$146,924
Schedule #9	Supplies and Materials (6300)	6300	\$0	\$0	\$0
Schedule #10	Other Operating Costs (6400)	6400	\$0	\$0	\$0
Schedule #11	Capital Outlay (6600)	6600	\$0	\$0	\$0
Total direct costs:			\$146,924	\$0	\$146,924
2.051% indirect costs (see note):			N/A	\$3,076	\$3,076
Grand total of budgeted costs (add all entries in each column):			\$146,924	\$3,076	\$150,000
Administrative Cost Calculation					
Enter the total grant amount requested:					\$150,000
Percentage limit on administrative costs established for the program (15%):					× .15
Multiply and round down to the nearest whole dollar. Enter the result.					\$22,500
This is the maximum amount allowable for administrative costs, including indirect costs:					

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

If selected for a competitive grant, your award amount will be the lesser of the grand total of budgeted costs as stated on this schedule (the box with the bold outline), or the sum of all line items listed on this schedule, or the maximum allowable award amount. TEA is not responsible for math errors.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Professional and Contracted Services

#	Description of Service and Purpose	Grant Amount Budgeted
1	Wireless Internet Provider – The provider will provide wireless routers to allow students internet access outside of the classroom.	\$146,924
2		\$0
3		\$0
4		\$0
5		\$0
6		\$0
7		\$0
8		\$0
9		\$0
10		\$0
11		\$0
12		\$0
13		\$0
14		\$0
a. Subtotal of professional and contracted services:		\$146,924
b. Remaining 6200—Professional and contracted services that do not require specific approval:		\$0
(Sum of lines a and b) Grand total		\$146,924

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #9—Supplies and Materials (6300)		
County-District Number or Vendor ID: 101-917		Amendment number (for amendments only):
Supplies and Materials Requiring Specific Approval		
		Grant Amount Budgeted
6300	Total supplies and materials that do not require specific approval:	\$0
Grand total:		\$0

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #10—Other Operating Costs (6400)		
County-District Number or Vendor ID: 101-917		Amendment number (for amendments only):
Expense Item Description		Grant Amount Budgeted
6400	Operating costs that do not require specific approval:	\$0
Grand total:		\$0

In-state travel for employees does not require specific approval.

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #11—Capital Outlay (6600)				
County-District Number or Vendor ID: 101-917			Amendment number (for amendments only):	
#	Description and Purpose	Quantity	Unit Cost	Grant Amount Budgeted
66XX—Computing Devices, capitalized				
1			\$	\$0
2			\$	\$0
3			\$	\$0
4			\$	\$0
5			\$	\$0
6			\$	\$0
7			\$	\$0
8			\$	\$0
9			\$	\$0
10			\$	\$0
66XX—Software, capitalized				
11			\$	\$0
12			\$	\$0
13			\$	\$0
14			\$	\$0
15			\$	\$0
16			\$	\$0
17			\$	\$0
66XX—Equipment, furniture, or vehicles				
18			\$	\$0
19			\$	\$0
20			\$	\$0
21			\$	\$0
22			\$	\$0
23			\$	\$0
24			\$	\$0
25			\$	\$0
26			\$	\$0
27			\$	\$0
Grand total:				\$0

For budgeting assistance, see the Allowable Cost and Budgeting Guidance section of the Grants Administration Division [Administering a Grant](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds														
County-district number or vendor ID: 101-917										Amendment # (for amendments only):				
Part 1: Student Demographics of Population To Be Served With Grant Funds. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comment section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program. Response is limited to space provided. Use Arial font, no smaller than 10 point.														
Student Category	Student Number	Student Percentage	Comment											
Economically disadvantaged*	17,440	73%												
Limited English proficient (LEP)*	3,405	17%												
Disciplinary placements*	20,206	87%												
Attendance rate*	NA	94%												
Annual dropout rate (Gr 9-12)*	NA	1%												
Part 2: Students To Be Served With Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.														
School Type:	<input checked="" type="checkbox"/> Public <input type="checkbox"/> Open-Enrollment Charter <input type="checkbox"/> Private Nonprofit <input type="checkbox"/> Private For Profit <input type="checkbox"/> Public Institution													
Students														
PK	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
0	0	0	0	0	0	0	30	30	30	30	30	30	30	210

*Number is based on the demographic data from the participating intermediate and high school campuses.

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Schedule #13—Needs Assessment

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired outcome or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. If this application is for a district level grant that will only serve specific campuses, list the name of the campus(es) to be served and why they were selected. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Pasadena Independent School District (Pasadena ISD) piloted a version of personalized learning using the Summit School Model in 2015 to address the achievement gap among economically disadvantaged, minority, and limited English proficiency students. The Summit Public School model centers around an online learning program known as the Personalized Learning Platform, where students receive personalized instruction based on individual needs. The model ensures that every student is truly prepared for college, career and life. The 2015 Pasadena ISD project involved three schools at three grade levels (6th, 7th, and 9th). Results were promising with STAAR scores increasing in 6th and 7th grade reading, 7th grade writing, 7th and 9th grade math, and 9th grade science. Further, data from last year's STAAR assessment showed Connect students performed well above non-Connect students and above the statewide performance in all secondary subject areas. Given these results, the Technology Lending Program grant will target students in the Connect program where the nature of the instructional content is primarily online.

Process: The Innovation and Development (ID) department discussed student internet access needs with Connect teachers in August and again in September after Hurricane Harvey devastated the Pasadena area. When selecting the schools to participate in the Technology Lending Program, the ID department considered campus demographics, including the free and reduced lunch and at-risk numbers, feedback from Connect teachers, and principal support. The analysis of the data and discussions resulted in the identification of five major needs: (1) Students lack "anytime, anywhere" access to the internet; (2) Extended learning time is needed to meet learning objectives; (3) Students are not ready for college when they graduate high school; (4) Parents are unable to afford internet service at home to ensure their child successfully completes the Connect program learning objectives; and (5) Students struggle in the traditional classroom setting.

An additional factor in prioritizing schools for this grant was the need created by the August 2017 hurricane. Like most communities in the Houston area, Pasadena ISD and the surrounding neighborhoods experienced severe flooding as a result of Hurricane Harvey. Thousands of families living in PISD took water in their homes, and fifteen of our 67 schools received some level of damage. South Houston High School, Thompson Intermediate School, and two elementary schools received significant damage. Thompson Intermediate was hit the hardest. The school is closed until at least February 2018 as repairs are completed. All other PISD schools have reopened and are suitable for students while cosmetic repairs are completed. Wet carpet and hazardous materials have been removed, and air quality is being regularly monitored to ensure student safety.

The buildings and structures were not the only things damaged. Students and their families also suffered setbacks from the storm. Several parents are earning lower wages, and, for some students, there are multiple families living in single-family homes as friends and relatives have opened their homes to displaced families who are unable to live in their damaged homes. For students, this is their new "normal" after August 25, 2017. There are over 4,000 students who have self-identified themselves as "homeless" due to Hurricane Harvey destroying their homes. Further, many PISD families are forced to stay in their damaged homes as the repairs take place slowly because of lack of money. Each repair takes place one section at a time as money becomes available leaving little extra income. With such a large number of displaced students and money allocated for hurricane recovery, they have less access to the internet outside of school hours and paying for internet access is now considered a luxury.

The Technology Lending Program grant will target the following high-need campuses where students have little to no access to the internet after school and on weekends:

Intermediate Schools (7th and 8th Grades) -San Jacinto, South Houston Int., Southmore, Thompson, Beverly Hills, Bondy, Queens, Park View, Jackson

High Schools – Five Comprehensive High Schools, including students in their early college high school programs (Dobie, South Houston, Sam Rayburn, Pasadena, Pasadena Memorial), Tegeler Career Center, and the Dr. Kirk Lewis Career & Technical High School

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Students lack "anytime, anywhere" access to the internet.	Through the Technology Lending Program (TLP), Pasadena Independent School District (Pasadena ISD) will partner with an internet provider to allow approximately 210 students at 16 intermediate and high schools internet access at home. Students will use this 24/7 access to complete homework assignments in the four core content areas.
2.	Extended learning time is needed to meet learning objectives.	Access to the internet anytime and anywhere will provide students additional time to work on coursework. Students needing extra hours outside of class to complete their assignments will have the opportunity to work from home, finish their coursework, and meet the 80% mastery requirement in the Connect program.
3.	Students are not ready for college when they graduate high school.	Participating in early college high school programs and the Connect program have proven to better prepare Pasadena students for college. Today, most colleges use an electronic, online platform for the completion and submission of coursework. The early college high school and the Connect program provide more than 80% of the coursework electronically. Having access to the internet provides additional time for students needing to complete assignments after they leave school.
4.	Parents are unable to afford internet service at home to ensure their child successfully completes the Connect program learning objectives.	By providing internet access at home through the Technology Lending Program grant, students will have access to the internet to complete their assignments and collaborate with their peers after regular school hours.
5.	Students struggle in the traditional classroom setting.	The Connect program platform gives students learning options that can be more responsive to their learning style and help students retain more of the presented information for use later. Wireless routers allow students to collaborate through project-based learning outside of class with their peers.

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Schedule #14—Management Plan

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Director of Innovation and Development	Bachelor's degree in Elementary Education, a Master's Secondary Education, and experience in public education and as a technology administrator. Extensive knowledge of instructional technologies and the technology planning process, experience with budget planning, and strong problem-solving skills, with a supportive approach to working with teachers and administrators. Ability to facilitate the collection of data with curriculum planning and curriculum writing, a strong staff development background, and success in the facilitation of adult learning. This position is funded by the district.
2.	Executive Director of Curriculum and Instruction	Master's Degree in Educational Management with four years of teaching experience and experience as a curriculum specialist. Service-oriented with a supportive approach in working with teachers and administrators. Experience with budget planning, strong problem solving skills, the ability to facilitate the collection of data with curriculum planning and curriculum writing, a strong staff development background and success in the facilitation of adult learning. Additionally, the ability to present new ideas, research, and work collaboratively. This position is funded by the district.
3.	Campus Liaisons	Campus Liaisons are certified teachers with the ability to troubleshoot issues with the internet provider and oversee the process for distributing the internet access equipment. These positions are funded by the district.

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	100% of participating students will have access to the internet at home by September, 2018.	1. District contracts with internet provider.	6/1/2018	7/31/2018
		2. Process for distributing wireless routers is finalized.	6/1/2018	7/31/2018
		3. Students and parents sign Internet Usage agreements.	9/10/2018	6/30/2019
		4. Wireless access equipment is issued to students.	9/10/2018	6/30/2019
		5. Students are able to connect to the internet at home.	9/10/2018	6/30/2019
2.	By the end of September, 2018, 90% of the targeted students use the wireless routers weekly.	1. Wireless access equipment is issued to students.	9/10/2018	6/30/2019
		2. Students are able to connect to the internet at home.	9/10/2018	6/30/2019
		3. Teachers review usage monthly.	9/10/2018	6/30/2019
		4. Director of Innovation and Development reviews checkout logs for routers.	9/10/2018	6/30/2019
		5. Students earn credit for courses.	9/10/2018	6/30/2019
3.	80% of students are projected to complete their courses by the end of the school year.	1. Teachers review usage monthly.	9/10/2018	6/30/2019
		2. Director of Innovation and Development reviews checkout logs for routers.	9/10/2018	6/30/2019
		3. Students earn credit for courses.	9/10/2018	6/30/2019
		4.		
		5.		

Unless pre-award costs are specifically approved by TEA, grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Attainment of Goals and Objectives: Pasadena ISD has a formalized process for attaining goals and objectives. Upon receiving a grant award, the district holds a meeting with all stakeholders involved with grant implementation within two weeks. During this meeting, the process for grant accounting and grant implementation responsibility are discussed and the District Grants Compliance Coordinator reminds the grant team of the grant goals and objectives. The Grants Compliance Coordinator is a district-funded position that works with the grant manager to assure the grant is implemented with fidelity, stays within budget, and steadily progresses towards the grant goals and objectives.

Feedback and Continuous Improvement: The Director of Innovation and Development will serve as the grant manager and have oversight of the grant. After the initial grant meeting with the district office, the grant manager will work with the Campus Liaisons to ensure the process of distributing the internet access equipment is smooth and trouble-shoot any issues with implementing the program. If the Campus Liaisons find issues during the implementation of the grant, they will immediately notify the grant manager. If issues arise between periodic check-in discussions, the grant manager will schedule additional meetings to be responsive to any programmatic problems.

When changes are made to the program or to the processes used to implement the program, all stakeholders will be informed of the new guidelines/procedures. The grant manager will send program updates via email and will share the updates with the Executive Director of Curriculum and Instruction.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In Spring, 2015, the Pasadena ISD developed the district-wide Strategic Plan. From this plan, a committee of 68 stakeholders (teacher, parents, and administrators) developed the Technology Strategic Plan. With the approval of this plan, the district has steadily moved through each objective to accomplish the goals set forth in the plan- successful education and preparation of every student in Pasadena ISD for the 21st Century workforce. Included in the plan was a 1:1 technology lending program expansion to all of the intermediate campuses and high schools. In 2017, a School Bond Referendum was overwhelmingly approved by the Pasadena ISD community to fund this project. Pasadena ISD now has 26 Connect campuses, with the goal of adding elementary schools to the Connect program in the next five years. However, access to the internet was not provided outside of school due to the high annual cost.

Targeting the intermediate and high schools with the highest need, the Technology Lending Program grant will further the effectiveness of this program by providing the students at campuses with the highest percentages of free- and reduced lunch eligibility access to the internet at home. The long range plan is to provide devices for students in grades 5-12, making every campus in Pasadena ISD a technology lending campus.

Community support remains strong as the Technology department continues to work with district personnel and community members to create the learning environment necessary for the 21st Century learner. Additionally, the superintendent, board of trustees, district administration, principals, teachers, and parents remain overwhelmingly supportive of finishing the strategic plan as written. The district is committed to providing campus personnel to further support personalized learning for the students.

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Schedule #15—Project Evaluation

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Pre-and post-surveys of students	1.	Pre and Post-Surveys are created.
		2.	All participants receive pre-survey two weeks after grant award.
		3.	Post-surveys are administered to participants no later than two –weeks prior to the end of the year, annually.
2.	Focus groups	1.	Focus groups occur annually during the Spring semester.
		2.	Students provide feedback on accessing electronic instructional material.
		3.	Teachers provide information on student access from home.
3.	Meeting sign-in sheets	1.	Sign-in sheets are collected at each meeting of the Campus Liaisons.
		2.	Sign-in sheets are collected at each campus grade-level team meeting.
		3.	The sign-in sheets are turned into the grant manager each semester.
4.	Monitor student use of internet at home	1.	Students are logging onto the internet at least once a week per internet activity logs.
		2.	Usage reports are filed with Director of Innovation and Development.
		3.	Core Content Teacher gradebook reflects students are completing digital assignments.
5.		1.	
		2.	
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Director of Innovation and Development will use the district's data systems (Mizuni, AWARE, Skyward, the Summit Learning platform, etc.) to run reports that collect the data essential in determining progress towards the program goals. Data collected each semester are (1) Number of participants, (2) Grades per core content, (3) Attendance, (4) At-home usage, and (5) Lesson plans. The Director Innovation and Development will collect pre- and post-surveys from students to indicate changes in attitude and knowledge base, annually.

Student achievement data is a good indicator of problems and successes. The campus grade-level team will review the student data to determine what changes may be necessary. Additionally, district administration and the campus principals will annually review the technology lending program handbook and guidelines to reflect on lessons learned and to make any necessary updates. The Director of Innovation and Development will problem-solve the issues with the Campus Liaisons and carefully implement changes to lead Pasadena ISD in the direction of achieving the project's goals and objectives.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe the availability of existing equipment to students in the LEA and other funding available for the purchase of student technology devices. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Pasadena ISD school leaders are visionary and understand the critical need to provide students with the appropriate tools in a digital environment. Access to these tools is especially vital among the economically disadvantaged and at-risk students in the district. With community support and the Board of Trustees' commitment to provide the best to students, Pasadena ISD is privileged to be a technology-rich district. Every classroom has a teacher laptop, projector, interactive whiteboard, and document camera. The schools selected to participate in this grant are part of the district's 1:1 technology device initiative, meaning that every student is issued either a Dell Venue Windows 8 tablet with a keyboard and stylus or a Dell Latitude laptop. Each of these devices has a 3-5 year useful life expectancy, and the district has planned for replacement of these devices, as needed, through the recently approved 2017 bond election. Supported by a Cisco wireless network, 100% of the classrooms at each of the participating campuses have the capacity to support 25-30 simultaneous Wi-Fi connections, and the district has a 3G internet connection to provide ample speed to support the various means of online instruction and activity that will be part of the Connect initiative.

Additionally, students and staff have access to Office 365 which includes the online use of all Microsoft Office products including student email and G Suite (Google Products). We also have an assortment of content-driven software and online subscriptions, including: iStation, Edgenuity, Think-Through Math, Discovery Education, Overdrive, Encyclopedia Britannica, Gale Cengage Learning, EBSCO Publishing and Brain Pop. In addition, the majority of students' textbooks are available online. As part of the Connect initiative, the district will utilize the Northwest Education Association's (NWEA's) Measures of Academic Progress (MAP) which is designed to measure students' academic strengths and weaknesses via an adaptive, online assessment. Staff and parents will also have access to a Personalized Learning Platform (PLP) that will be the primary source of content delivery and assessment for the Connect initiative.

The campuses participating in the Connect initiative are well-equipped with the technology and infrastructure that is needed to facilitate the district's Connect initiative.

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Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

TEA Program Requirement 1: Describe how the technology lending program aligns with the existing mission and goals for the LEA. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The mission of Pasadena ISD, the gateway to unlimited opportunity for the youth of our culturally rich community, is to empower students to become accomplished, **self-directed**, and collaborative citizen-scholars who boldly contribute to an increasingly complex and evolving world by engaging in rigorous curriculum, relevant experiences, and positive relationships while embracing the uniqueness of each individual. In alignment with the district mission, the vision for the Connect program is to provide **self-directed** learning through the teaching of successful habits. The Connect program values teaching students **how** to learn more than **what** to learn by focusing 70% of the efforts on skills that the brain uses to think, read, learn, remember, reason, and pay attention.

Pasadena ISD's Strategic Plan for 2015-2020 includes as its first objective that "all students will graduate from high school prepared for career and/or college." The plan's strategies to meet this objective include:

1. Ensuring rigorous curriculum and meaningful experiences through innovative learning environments that meet the individual needs of each student;
2. Promoting career and college exploration and preparation through the use of systems and structures to meet the needs of all;
3. Actively recruiting, developing, and retaining a highly qualified staff;
4. Using a culturally responsive approach to relentlessly pursue meaningful engagement with parental, business, and community stakeholders;
5. Promoting a safe school environment, teach citizenship, and support the social, emotional and physical well-being of all students and staff; and
6. Promoting an exemplary learning environment through the utilization of ancillary service departments that integrate established and innovative practices, standards, and systems.

In order to fulfill the mission of our district, Pasadena ISD created personalized learning experiences with the strategies of the strategic plan in mind. Using a blended/personalized learning solution where students are given opportunities to stretch and challenge themselves, Pasadena ISD implemented an initiative known as Pasadena ISD Connect. Pasadena's Connect initiative aligns perfectly with the district's strategic plan, providing the means for delivering rigorous curriculum and meaningful experiences in a truly innovative learning environment. Career and college exploration and preparation are integral components of the Connect initiative and build the foundation that will enable schools to address students' needs and abilities in ways that are impossible in a more traditional classroom structure.

Pasadena ISD's Connect initiative provides the opportunity for students to learn in part through an online learning platform, with some control over time, place, path, and pace, while also offering the benefit of important social, educational, and mentorship experiences. It also provides continual formative assessments, student progress tracking, and real-time data for teachers, giving them the resources they need to better personalize each student's learning experience, and ultimately, better assist each student in meeting higher levels of academic achievement. The goal is to boost both student engagement and student achievement through an innovative and scalable method. The Technology Lending Program grant will further support the Connect program as it responds to the district's mission and goals by providing real-world experiences 24/7 through "anywhere, anytime" access to the internet.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

TEA Program Requirement 2: Describe a plan for providing internet access to student residences, residential centers, and/or on the buses that transport students (for whom a single ride lasts, on average, at least an hour) with the highest need for off-campus internet access. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district is working diligently to eliminate all barriers that prevent students from learning to their fullest potential by providing devices, software, and internet access. However, one barrier the district has identified is the lack of 24/7 internet access for close to 25% of the Connect students. The ability to learn anytime and anywhere is how the 21st Century student learns most effectively. "Effective learning environments do not limit themselves to time or space, but comprise a variety of support systems that take into consideration the ways in which we learn best as well as the unique learning needs of each student." To successfully personalize learning and engage students in their education, students will need access to the internet (with a filtering software), at anytime and anywhere they are using their device.

Knowing that home access is crucial to ensure that students can continue to work/learn whenever it is convenient for them, district officials submitted to the Board of Trustees, a plan for approval of funding to install district-owned Wi-Fi towers around the city of Pasadena. The plan was approved on October 29, 2015, paving the way for Pasadena ISD to be one of the few districts in the nation that provides free Wi-Fi to its students and their families via district-owned towers. The process of establishing the wireless network is still in process. Currently, there are five out of 13 towers built and available for student use. The Technology Department is working to receive FCC approval for the remaining towers and is partnering with the city of Pasadena to gain city approvals. When the network is complete, access to the internet will be free to students.

While the towers are under construction, wireless routers would help eliminate the home access barrier for students needing extended time on their assignments. If awarded the Technology Lending Program grant, Pasadena ISD will contract with a wireless internet provider and obtain approximately 210 wireless routers that students will check out from their Campus Liaison as needed. The Director of Innovation and Development will work with the Campus Liaisons to maintain a "campus set" of routers that students will sign-out for a maximum of 14 days when they need to complete coursework at home and outside of class. The students will be allowed to check out the wireless routers for no more than 4 consecutive checkouts, or a total of 56 days, to ensure other students have the opportunity to check out the routers. The priority for checking out the routers will be given to students with the highest need for internet access off-campus.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

TEA Program Requirement 3: Describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Alignment with the current curriculum and instruction: The district Curriculum and Instruction department is working with the Innovation and Development department to continuously refine the curriculum and ensure the content in the Personalized Learning Platform is aligned with the Texas Essential Knowledge and Skills. Connect teachers attend professional development workshops to gain knowledge on updates to the curriculum and learn strategies that help them assist the students better. Additionally, Connect teachers will transfer their knowledge through content development and assessment creation that is aligned to the state standards.

Campuses have the flexibility to purchase their own software, or online resources, allowing them to focus on gaps specific to their own campus. Software and any electronic instructional material not provided by the district will need approval from the principal prior to purchase to ensure alignment to the TEKS. While campuses have this autonomy, all electronic instructional material is aligned to the TEKS for student success on the STAAR assessment.

Classroom management policies: Pasadena ISD has policies in place regarding safe and responsible internet use while on the campus and on district-purchased devices. The student handbook includes a section regarding student use of technology. Further, students participating in the one-to-one technology lending program sign a Technology Lending Agreement which includes a Responsible Use policy. If content is found on the computer that is inappropriate, the student will receive a fine. Additionally, misuse or damage of the equipment will result in the student losing the privilege to use the dedicated device at home or at school. Finally, internet access provided through the district will have filtering software to keep the students safe at home while they are completing assignments for their core curriculum classes.

TEA Program Requirement 4: Describe how the applicant is using digital instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Through the Connect program, the district has designed an online, digital learning experience that will continually motivate students to learn more, moving them forward along a continuum of progress towards meeting self-established outcomes and goals, while providing them with meaningful, rewarding interactions with teachers, their peers, advisors, and other mentors.

All Connect students will use an online software platform known as the Personalized Learning Platform, or PLP. Using the PLP, students will complete all projects and coursework, including assignments in the foundation curriculum subject areas, digitally. To further support the foundation curriculum subject areas through the use of electronic instructional material, the campuses use the following tools:

- Think Through Math, an intervention system for students struggling in Math;
- iStation, an intervention system for students struggling to read on level;
- Discovery Education digital textbooks, all-digital textbooks in the areas of science, social studies, and math;
- OverDrive audiobooks, provides access to books available at library branches near the participating schools;
- BrainPop, online engaging movies and interactive games

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

TEA Program Requirement 5: Describe how the infrastructure and technical support is adequate to support students' anticipated use of devices through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The technology infrastructure is growing stronger each year and is adequate to support student lending devices. The district has a solid wireless network infrastructure, a multitude of online curriculum resources, an effective IT support staff, and abundant student devices and accessories to support personalized learning.

Pasadena ISD has been thoughtful in planning for all aspects of personalized/blended learning, including providing additional power charging stations to ensure that students can work all day long on their devices. A technology bond referendum was passed in 2017 allowing the district to purchase devices to expand the 1:1 technology lending program to the remaining six intermediate and high school campuses. To accommodate the increase in students on the network with devices, the district has upgraded the bandwidth, wireless access points and electricity infrastructure. Each campus will have a full-time employee to provide technical support for the students using the 1:1 devices. A Campus Liaison is assigned to each 1:1 technology lending program campus to oversee the check-out/check-in process of technology equipment.

Additionally, the district provides an open wireless network for students and staff to use throughout the district's facilities. During the first year of the 1:1 technology lending program, the pilot school received wireless internet for use at home through a partnership with Verizon. However, the cost associated with providing this access was not sustainable in the long-term without an alternate solution. In creating the 2011-14 Technology Plan, the committee proposed creating a district-wide wireless network that will allow Pasadena ISD students to access the internet from home using their district-provided devices for a lower cost to the district and the students. The Board of Trustees and district administration fully supported this idea showing the district's commitment to providing students with personalized/blended learning opportunities that can be extended beyond the walls of classrooms and into students' homes through 24/7 access to online instructional opportunities.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 101-917

Amendment # (for amendments only):

TEA Program Requirement 6: Describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will oversee the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The Technology Lending Program (TLP) grant will allow the district to provide wireless internet service to Pasadena ISD students with no access. Students in the Connect program will receive a district-purchased device for use at school and home during the school year. The Innovation and Development (ID) department will work, under the direction and guidance of the Chief Technology Officer, to secure the best rates and highest quality internet access service available for home use. The TLP grant will be administered through the Innovation and Development Department. The director will work with the district specialists to ensure the participating campuses and their technology staff receive support with troubleshooting equipment issues. The Innovation and Development staff will work with the Campus Liaison (CL) to distribute the wireless internet access equipment at the same time the devices are distributed to the students lacking internet service at home. The participating campuses will follow the same procedure for check-in and check-out.

Check-out/Check-In Procedure: Once the Technology Lending Agreement is received, the CL will distribute a device and wireless internet access equipment to the student at the beginning of each school year. The CL will maintain records for all devices that are checked out and will manage the check-out/check-in process. To ensure the devices and the internet access equipment are still in the care of the student and are in good working condition, the Campus Liaison and a dedicated Computer Technologist will perform "check-ins" once per semester. During the equipment check, the CL will compare the bar code numbers to the Equipment Master List. If the equipment does not match the numbers listed on the Master List or is damaged, the student will have the responsibility of locating the correct device. **Maintenance of the Devices:** Maintenance of the device and wireless internet access equipment is essential to extend the life of these tools. When the devices and wireless internet access equipment are checked during the "check-ins," the students will make the CL aware of any issues with the device. The CL will work to resolve any equipment problems with assistance from the dedicated Computer Technician and the district Technology Department. While the student device is under repair, the student will receive a loaner device issued by the CT. The Campus Liaison will troubleshoot any issues with the wireless internet access equipment, in addition to the devices, throughout the year. The Computer Technologist will provide technical assistance and repair any equipment that is malfunctioning. Documentation will be kept by the CL on each computer work order that is issued.

TEA Program Requirement 7: Describe how technology lending equipment will be accounted for per local policy, including providing insurance, if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Pasadena ISD has established guidelines to ensure all technology lending equipment is inventoried, tracked, and maintained. Equipment will be identified with a bar code and assigned to a specific student. The students will sign a device Agreement that indicates the barcode must remain on the device at all times. During equipment "check-ins" one time per semester, the Campus Liaison will check the barcode against the Equipment Master List. If the barcodes do not match or the student is unable to produce the device, the Campus Liaison will provide this information to the campus administrator. An investigation will begin to locate the device. All student devices are equipped with tracking software that helps to locate them if lost or stolen.

At the end of each year, students will check-in their device to the Campus Liaison. Students will receive the same device the following year after the parent submits the Technology Lending Agreement.

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